

Yellow Medicine County Board Meeting Minutes
April 11, 2017

Vice Chairman Ron Antony called this regular meeting of the Yellow Medicine County Board to order at 9:00 a.m. with Commissioners Ron Antony, John Berends, Glen Kack and Greg Renneke present. Also present were County Administrator Peg Heglund, County Attorney Keith Helgeson, Finance and Administration Deputy Ashley Soine, Marshall Independent reporter Jody Isaackson and Granite Falls Advocate Tribune reporter Alex Sina. Commissioner Gary Johnson was absent.

Pledge of Allegiance

Approve Agenda 04-11-17-01 Motion by Commissioner Berends and seconded by Commissioner Kack to approve the agenda with the following changes: add Canby Golf Course liquor license to Regular Agenda, remove JD 20 YML ditch cleaning from Regular Agenda and add training for the Administrator's annual evaluation to Regular Agenda. Motion carried with all voting in favor.

Consent Agenda 04-11-17-02 Motion by Commissioner Berends and seconded by Commissioner Renneke to approve the consent agenda items as follows: March 28, 2017 County Board meeting minutes; approve resignation of Dawn Gibson, full-time Correctional Officer/Dispatcher; approve replacement of full-time Correctional Officer/Dispatcher; hiring of Chase Geistfeld as a full-time Correctional Officer/Dispatcher, his salary will be grade 12, step 1, his start date is April 14, 2017; consideration of permanent status; Resolution #10-2017—Prioritized Bridge Replacement List; Resolution #11-2017—MnDOT federal aid funds. Reclassification of Head Maintenance Engineer/Custodian (grade 15) to Facilities Manager (grade 17) was pulled from the Consent Agenda. Motion carried with all voting in favor.

Reclassification of Head Maintenance Engineer/Custodian 04-11-17-03 Motion by Commissioner Renneke and seconded by Commissioner Berends to approve the reclassification of Head Maintenance Engineer/Custodian (grade 15) to Facilities Manager (grade 17). Motion carried with all voting in favor.

Personnel Policy 04-11-17-04 Motion by Commissioner Berends and seconded by Commissioner Kack to direct the Personnel Committee to look into the policies regarding the interview process and the reclassification process of Department Heads. Motion carried with all voting in favor.

Citizen Comments None

Commissioners' Report Commissioner Kack reported on Adult Mental Health Local Advisory Committee, Broadband meeting, Safe Communities Coalition and Area II/RCRCA. Commissioner Berends reported on MCIT training and Labor Management meeting. Commissioner Renneke reported on Minnesota Machinery Museum. Commissioner Antony reported on Minnesota Valley Regional Railroad Authority, Pioneerland Library System, Emergency Communication Board, Fairgrounds meeting, Workforce Council trip to Washington D.C., Broadband meeting and Chemical Health Coalition.

Administrator Heglund's report included meetings attended, legislative updates and Justice Center update. Administrator Heglund's report is included in the Board packet.

Regular Agenda

While statute requires that, at a minimum, notices of Special Meetings need to be posted on the bulletin board by the Commissioner's Boardroom, the Board directed Administrator Heglund to continue posting Special Meeting Notices in the Canby News and Advocate Tribune.

Door Access and Camera Coverage 04-11-17-05 Dennis Pederson, IT Coordinator and Sheriff Bill Flaten presented on door access and camera coverage in the Justice Center, Health & Human Service Center and Government Center. Motion by Commissioner Renneke and seconded by Commissioner Berends to approve the quotes from Backes Technology in the amounts of \$11,309.97 (cameras) and \$7,663.10 (door access) for door access and camera coverage in the Justice Center, Health & Human Service Center and Government Center. The funding for the cameras and door access will be taken from Reserves. Motion carried with all voting in favor.

The board recessed for break at 10:31 a.m.

The board reconvened at 10:44 a.m.

Western Mental Health Center Contract 04-11-17-06 Motion by Commissioner Berends and seconded by Commissioner Kack to approve the contract with Western Mental Health Center for parenting classes and individual parenting education from April 1, 2017 to December 31, 2017 (paid by grant dollars). Motion carried with all voting in favor.

Collection of Problem Materials 04-11-17-07 Motion by Commissioner Kack and seconded by Commissioner Berends to approve the payment of \$10 per TV collected as an offset to the \$20 cost. The \$10 payment will be on a trial basis for one year and the funding would come from the Solid Waste funds. Motion carried with all voting in favor.

Rick Wandersee, Facilities Manager, presented quotes from MEI for elevator maintenance at the Justice Center (two elevators) and Government Center (one elevator). The Board directed Rick to research other companies for this service and to collect additional quotes if possible.

Department/Program Updates

Jane Remiger and Jennifer Disbrow, Yellow Medicine County Museum, gave an update.

Sharon Hendrichs and Jessi Jeppesen, Restorative Justice, gave an update.

Regular Agenda (continued)

Ashley Soine, HR Coordinator, explained the proposed amendment to section 201.415 (Position Reclassification) of the Personnel Policy. The Labor Management Committee recommended the following amendment:

(13) After the Board approves the request, the employee will meet with the Human Resources Coordinator who will explain implementation.

(a) The employee shall move to the new grade as assigned and will stay on the same step. Anniversary date will not be affected or changed.

The Board tabled the proposed amendment until a future Board meeting.

Rick Wandersee 04-11-17-08 Motion by Commissioner Berends and seconded by Commissioner Renneke to approve the salary change for Rick Wandersee, Facilities Manager. Rick will move to grade 17 as per the reclassification and stay at his current step which is step 9. Motion carried with all voting in favor.

Liquor License 04-11-17-09 Motion by Commissioner Berends and seconded by Commissioner Kack to approve the liquor license for Canby Golf Course contingent upon providing their proof of insurance. Motion carried with all voting in favor.

Commissioner Renneke left the meeting.

Approval of Disbursements/Review Auditor's Warrants 04-11-17-10 Motion by Commissioner Berends and seconded by Commissioner Kack to approve the commissioner warrants for the following amounts: \$8,830.30 Ditch Fund, \$74,543.57 Revenue Fund, \$36,103.75 Road & Bridge Fund, \$147,289.43 Human Services Fund; and acknowledged review of the Auditor's warrants. An itemized listing of all warrants over \$2,000 and an aggregate total for warrants under \$2,000 are published on the County website under the Finance & Administration Department Motion carried with all voting in favor.

Ashley Soine, HR Coordinator, explained the process for Administrator Heglund's annual review.

The Board recessed for lunch at 12:32 p.m.

The Board reconvened at 1:00 p.m.

Ditch Cleaning for CD 14A 04-11-17-11 Motion by Commissioner Berends and seconded by Commissioner Kack to approve the bid from Barker Excavating LLC in the amount of \$19,333.80 for cleaning and leveling of CD 14A. Motion carried with all voting in favor.

Ditch Spraying for CD 3, JD 12 LYM and JD 24 LYM 04-11-17-12 Motion by Commissioner Kack and seconded by Commissioner Berends to approve the bid from R.O.W. Applicators in the following amounts: \$1,610.40 for CD 3, \$552.00 for JD 12 LYM and \$749.80 for JD 24 LYM. Motion carried with all voting in favor.

Other Business None

Informational February Jail Report and March Vendor Payments

Review of Upcoming Meetings and Events The Board reviewed upcoming meetings and events.

Adjourn 04-11-17-13 Motion by Commissioner Berends and seconded by Commissioner Kack to adjourn at 1:12 p.m. Motion carried with all voting in favor.

Witness:

Attest:


Gary Johnson, Chair


Peggy Heglund, County Administrator